App. F. IX-4

Previous References.
Cens. 10-29, Pt. 5
" 17-29, " 1-2

1939.
(Cens.)

File No. 18-39
Serial Nos. 1

Later References.
Nil

PRESERVED

GENERAL AND REVENUE SECRETARIAT.

Serial Nos.

Part B for Mar., '40.

SUBJECT.

Circulars issued by the Census Supdt re: Formation of Census Divisions

5.4.40

Circulars issued by the Census Superintendent

3943 — Gen

Serial No.

From the Census Superintendent Mysore.
No. 122 dated the 12th March 1940.

Flag E — Forwards Copies of Circulars (×) issued by him re: provisional formation of Census Divisions in Distts and Cities, a Copy of the Provisional Census Calendar for 1940-41 and his Tour programme (×) for March 1940.

Flag 'A'

From a perusal of the last years file on the above subject (Census 10-29-(1-2)), it is seen that 3 Copies of these circulars issued by the Census Supdt. were being sent by him; as the Residency may ask for these circulars, the Census Supdt. will be requested to Send 3 Copies of all circulars issued by him as on the previous occasion.

Flag 'Z'

Yes.

2) Copies of the Circular will be sent to the Residency, if they ask for a supply of the same.

Question may be decided when they ask for them.

3) A book of circulars issued by the Census Superintendent will be maintained here as was done on the last occasion.

Yes.

Flag A — 4) Reference is invited to the Tour programme (×) for the Month of March 1940.

BCP 13/3 13/3 — 5) P.C. put up previous files on the subject of Calendar, tours &c by 15/3.

6) The tour programmes of the Census Superintendent on the previous occasion are not available in the Gen Records, as it is ascertained that they have all been destroyed (having been marked "Deposit"). An Extract from the File Register of 1930 (Census 3-30)

NOTE—Contn. Sheet.

Circulars issued by the Census Superintendent, Tour programme & Calendar of work

3943

gm

File No. of 193

General and Revenue Secretariat.

Serial No.

is taken and put up for kind reference. From the last sentence in para 3 of the P.O.D., it will be seen that the Census Superintendent has an extensive tour programme.

Flag C

7) In Census Coaction No. 10-29-5, there is a reference - perhaps to the Calendar of work - and it is stated that the Circular No 3 prescribes the various stages of Census Operations in the Distts. But the same is not traceable. If approved the calendar for the previous occasion will be called for from the Census Superintendent. Submitted for orders.

Flag H

BBS 18/3 by 18/3

8) The Centre may kindly be requested the necessity for visiting tours etc.

Cg 18/3

THE ... 340 8096

Dept Key)

9) Issue for reminder

Cg 19/3

2nd. reminder)

10) F.A 20.3.40

Cg 20/3

The Census Supdt while sending the 1st Circular has already sent three Copies of the same. It does not therefore seem to be necessary to write to him as proposed at para 1 of the notes above.

The papers will be filed if approved.

BB 27/3 27/3

Cg 27/3.

BB 1

1039

Census 18-39-1 Gen 33408

No. 122

Encls 4.

OFFICE OF THE CENSUS SUPERINTENDENT
IN MYSORE,

Dated Bangalore, 12th March 1940.

FROM

P. H. KRISHNA RAO, ESQ., M.A.,
CENSUS SUPERINTENDENT IN MYSORE,
BANGALORE.

GOVT OF MYSORE
Census 1940

To

GEN. & R. DEPTT. SCOTT
13 MAR 1940
GEN. MIS. BRANCH.

Charles E Noronha, Esq., M.A.,
Secretary to Government,
Development Department,
Bangalore.

SIR,

I have the honour to enclose for the information of Government copies of the Circulars I have issued regarding the Provisional formation of Census Divisions in the Districts and Cities and a copy of the Provisional Census Calendar for 1940-41. 'E' 'H'

2. In this connection I feel that it is very necessary that I should acquaint myself personally with the Areas in which considerable changes have occurred during the last decade in the conditions of the population, as for example, the Kolar Gold Fields Area, the Closepet Rural Welfare area, Irwin Canal Area and the region in the Shimoga District which has been opened by the Railway. I enclose copy of my tour programme for this month in these areas. Hag A

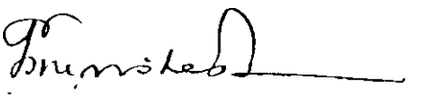
3. The Census Commissioner is particular that when calculating ~~for~~ the urban population it is only the population of areas which have urban characteristics that should be taken into account. It is therefore very necessary that I should also visit all places that were classed as 'Towns' during the last census to determine which of them should continue to be classed as such. It may also be necessary to include some new places in the list of towns. I shall submit for the information of Government my tour programmes for future months.

months.

I have the honour to be,

Sir,

Your most obedient servant,



Census Superintendent.

MYSORE CENSUS, 1941.

Circular No. 1.

OFFICE OF THE CENSUS SUPERINTENDENT
IN MYSORE
Dated Bangalore, 12th March 1940.

FROM

P. H. KRISHNA RAO, ESQ., M.A.,
Census Superintendent in Mysore,
Bangalore.

To

All Deputy Commissioners and Presidents of City Areas.

Subject:—Formation of Census Divisions.

SIR,

You are no doubt aware that the eighth Decennial Census of the State will be taken simultaneously with the rest of India about the 1st March 1941 and I presume you are already familiar with the procedure for taking the Census. For the benefit, however, of such of the Officers who may not be familiar, I am giving a brief outline of the procedure in this circular.

2. The Deputy Commissioner will be the Census Officer responsible for the census operations in his district. Each Revenue Sub-Division Officer will be the Divisional Census Officer for his sub-division. The Amildars and Deputy Amildars are the Charge Superintendents for their taluks and sub-taluks and Municipal Presidents will ordinarily be the Charge Superintendents for the towns. Each taluk or town is divided into a number of circles in charge of a Census Officer who is called the Supervisor and each circle is again divided into a number of blocks in charge of a Census Officer called the Enumerator.

3. The first part of taking the census consists in forming the charges, circles and blocks in each district. There is not much difficulty in forming the charges, as, normally, each taluk and town will form a charge by itself. It is the formation of circles and blocks that requires careful scrutiny. For this purpose the Amildars, Deputy Amildars and Presidents of municipalities in the districts and the appropriate Officers in the city municipalities may be requested to refer to the records of the previous census, particularly to (1) the map of each charge showing the circles and blocks formed in the last Census, (2) the register or statements of circles and blocks and (3) the register of villages.

4. A general register of villages in the form annexed should be prepared for each charge in the district.

5. 'Village' for census purposes means the area constituted into a village by the Revenue Survey Department. It includes all hamlets attached to a main village. Bechirak villages and uninhabited tracts such as Amanikere, Nalahantha and Kaval villages should also be regarded as villages.

6. The villages should be entered one after another and hobli by hobli and the information regarding each village under the head "Provisional arrangements" should be completed before the next village is entered. Contiguous villages should be entered together so that all those which form a circle will appear in one place in the register. Which of them form a circle should be indicated. No village should lie partly in one circle and partly in another. No circle should have villages partly in one hobli and partly in another.

7. The names of hamlets and Dakle villages should be entered in column 3. The object of noting the distance in column 4 is to prevent the inclusion of a distant hamlet in one block with the Asli village merely on the ground that it does not contain many houses. In columns 5 and 6, the number of houses in the Asli village and in each Dakle village should be entered. It is desirable to fill up columns 5, 7 and 10, but if the information regarding the arrangements made in the Census of 1931 is not readily available, the preparation of this register should not be delayed on that account. Circles and blocks were formed for the purpose of the Cattle Census a few months ago. It is likely that the information then collected will be of help in making proposals for forming divisions for this Census.

8. In proposing the formation of blocks it has to be borne in mind that no enumerator should have more than 40 to 50 houses to enumerate. There is no harm in making a block rather small. If it is made too large, enumeration will be difficult. No block should be formed of houses partly in one village and partly in another.

9. It is desirable to have in the provisional arrangements the names of more persons suitable for appointment as enumerators and supervisors than there are blocks and circles. This will not only permit of choice in making appointments but will also provide a reserve of persons suitable for employment in case of emergency. Twice as many names as there are blocks and circles or at least three enumerators for every two blocks and three supervisors for every two circles may therefore be entered in columns 9 and 12.

10. The register should be filled up to column 12 for the present and submitted by the Charge Superintendent to the Divisional Census Officer by the 10th May 1940. The Divisional Census Officer will forward the list after scrutiny to the Deputy Commissioner by the 20th May 1940 and the Deputy Commissioner will forward it to this office by the 1st June 1940.

11. The instructions above given will apply *mutatis mutandis*, to cities and towns, a city being considered as equal to a district and a municipal town as equal to a taluk. Blocks in cities and towns should be so formed that there can be no mistake about their boundaries.

12. Printed copies of the register in the form prescribed together with copies of this circular will be separately forwarded to the Amildars and Deputy Amildars and to the Presidents of town municipal councils. It is requested that the preparation of the registers be begun immediately. Further arrangements in connection with the Census will be greatly simplified and much trouble avoided if this record is made reliable. It is for this reason very important that the register should be correctly prepared. I have the honour therefore to suggest that Amildars and Municipal Presidents should get the register entered under their personal supervision.

13. It is particularly requested that the dates prescribed above may be strictly observed, as delay in any office will postpone the completion of this stage of the operations and upset future arrangements.

I have the honour to be,
Sir,
Your most obedient servant,

P. H. KRISHNA RAO,
Census Superintendent.

proof for copy

MYSORE CENSUS, 1941.

Charge List of

.....Taluk.
.....Town.
.....Mohalla.

INSTRUCTIONS FOR PREPARING THE REGISTER.

Note.—The instructions have been drawn up with reference to rural areas but apply *mutatis mutandis* to City areas also. Only columns 1—12 of the register are to be filled up in the first instance. Columns 13—18 will be filled up after house-numbering is completed.

1. Before proceeding to fill up this Register please read carefully the instructions given in Circular 1 dated the 1st March 1940.

2. Then take the Taluk Map, the 'List of Villages' maintained in the Records, and the Charge and Circle Lists of the Census of 1931 and begin to make entries. (If the Charge and Circle Lists of 1931 are not readily available, note this fact and leave columns 5, 7 and 10 blank.)

3. Number the villages in one consecutive series for the whole taluk and do not begin new series for hoblis. Please however indicate clearly when a hobli begins and when it ends, by beginning the entries for each hobli on a fresh page.

4. Please enter the villages in *geographical* order, that is to say, bringing together all *contiguous villages which are to be included in the same circle.*

5. Enter all revenue survey villages, unalienated and alienated, *Chirak*, and *Bechirak, Kávals, Amanikeres, Nalahanths.* The names should be entered *exactly* as they are shown in the 'List of Villages.'

6. In the case of alienated villages, please note (in brackets after each name) if village is 'Inam,' 'Jodi' or 'Kayamgutta.'

7. As the name of each village is entered in this column, tick it off in the 'List of Villages' to ensure that no village is either omitted or entered twice.

8. Complete entering columns 1 to 12 in respect of each village before taking up the next village.

9. Form a block for every group of from 40 to 50 houses. The number may be smaller than even 40 if the houses are scattered.

10. Villages which have more than 50 houses should be divided into two or more complete blocks. Some houses from one village and some houses from another should *not* be put together to form one block.

11. Form each group of from 10 to 15 blocks into a circle. Please see also that each circle consists of a certain number of entire villages; that is to say, do not split a village and put part of it in one circle and part in another.

12. Let each hobli be one or more complete circles. Some villages from one hobli and some villages from another should not be put together and formed into one circle.

13. Propose two enumerators for each block and two supervisors for each circle or at least three enumerators for every two blocks and three supervisors for every two circles. If in any village, no literate person is available, the required number of enumerators for such village may be selected from a neighbouring village and their names entered in column 9.

14. Draw a bracket in columns 10 and 11 against all villages included in the same circle and enter the number of the circle.

15. Please show the total under columns 1, 3, 5, 6, 7 and 8 for each hobli at the end of the entries for such hobli.

16. When the register is filled up, insert a total for each hobli and the grand total for the taluk at the foot of the same columns.

17. Please prepare the register in Duplicate, keep one copy as office copy and send the other to the Divisional Census Officer before 10th May 1940.

WD 05001—GPB—400 books of 44 pages each—8-3-40

(8

CIRCULAR NO:1A
Enc: One.

Office of the Census Superintendent,
in Mysore, Bangalore,
Dated, 11th March 1940.

From

P. H. Krishna Rao, Esq., M.A.,

Census Superintendent in Mysore,

Bangalore.

To

The Presidents of

City Areas.

Subject:- Formation of Census Divisions.

Sir,

With reference to para 11 of Census Circular No:1 dated March 1940 I have the honour to explain in further detail the procedure for forming the Census Divisions in City Areas.

2. The first operation in taking the census consists in forming the City into Charges, Circles and Blocks. While so doing it is necessary on the one hand, to keep as far as possible to the divisions during the last census for the purposes of comparison, and to adhere, on the other hand, to the existing Municipal Divisions so that the conditions in each Municipal Division may be separately studied. These Municipal Divisions may be grouped into two or more charges and each charge placed under a Gazetted Assistant to the Municipal Commissioner like the Health Officer, the Municipal Engineer and the Revenue Officer. These will be called Charge Superintendents.

3. Each Division will be split up into convenient Circles and each Circle in turn into Blocks, a Block ordinarily consisting of about 50 houses. The Officer for each Circle is called a Supervisor. It is suggested that Sanitary Inspectors, Overseers and Sub Overseers and Revenue Inspectors in the employ of the Municipal Council may be appointed Supervisors. The services of Executive Officers of other Departments like Education, Health, Excise,

Incometax, Agriculture, Industries and Commerce and the like, whose work lies solely in the City area may also be indented upon. The duties of Supervisors are of a very responsible nature. It is ~~xxxxxx~~ essential that they should be capable not only of understanding and carrying out the census procedure thoroughly but of instructing others whose work they have to supervise. In forming a Circle it is desirable to keep to the Circles formed during the last census for purposes of comparison and at the same time to adhere to the usual nomenclature in the Municipal area. For example, in dividing the VII Division in Bangalore City into Circles it would be desirable to keep Chamarajpet and Shankarpur distinct. Chamarajpet itself may be divided into one or more circles, and so also Shankarpur. But one Circle should not be made so as to consist partly of Chamarajpet and partly of Shankarpur. Similarly in the old city area the various well-known regions such as Kalasipalya, Cubbonpet, Lalbandwadi should be kept distinct.

4. The Officers in charge of Blocks are called Enumerators. As mentioned already, it is desirable to form a block for about every 50 houses as this is found from experience to be the number that an Enumerator can successfully handle. While dividing Charges into Circles and Blocks it is also desirable to keep in mind the natural distribution of the population according to community and occupation. For instance, certain portions of the City may have a noticeable congregation of Christians, Mussalmans and Hindus and certain other parts may be favoured by Artisans or Millhands or Trades people. For purposes of the study of housing and economic conditions of different strata of society and of the several communities it would be convenient to have as far as possible blocks and circles reflecting these conditions.

5. These Divisions into Blocks, Circles and Charges should be clearly noted on the City map and a clear idea formed as to the number of enumerators, supervisors and charge superintendents that may be required by preparing a charge list in the form appended. This is a very important document and will be the

foundation for all subsequent census operations. I have the honour to request you therefore to put the work in hand immediately with reference to the divisions formed during the last census and in the light of the instructions set forth above.

6. Separate instructions will be issued about how the houses are to be numbered.

7. It is desirable to have in view twice as many Supervisors and Enumerators as there are circles and blocks so that a sufficient number may be available as reserves in case of emergency, and to select as far as possible officers in the service of Government or of other local authority and to enlist non-officials only as a last resort, as the work will have to be of an honorary and voluntary nature. The Enumerators should be selected from people who live in the block and supervisors generally from among those who live in the circle, as their local knowledge would be helpful. They should also be persons of respectability and command the confidence of the people of the locality, as it will be necessary at the next census to collect statistics relating to natality fertility, housing and economic conditions.

8. I need hardly say that I would very much appreciate your hearty co-operation in the census operations and would welcome any suggestions that you may have to make in the matter.

I have the honour to be,

Sir,

Your most obedient servant,

(Sd). P. H. Krishna Rao.

Census Superintendent.

Copy

/K.S.10.

S. Nagarajan
for Census Superintendent

CHARGE LIST.

.....City.

Provisional arrangements.										Final arrangements.				
No: of the Ml. Dn.	No: of charge and the name of Charge Superintendent.	No: of Circles into which each charge is divided.		Names and designations of Supervisors proposed.	No: of blocks into which each circle is divided.		Names & designations of Enumerators proposed.	No: of houses in each block.		No: of houses as ascertained by house-numbering for the present census.	No: of blocks into which it is proposed to finally divide each Division.	Name & profession of the person appointed Enumerator for each block.	Sl.No: of the circle in which the block is included.	Name & profession of the person appointed Supervisor for the circle.	Remarks.
		Last census.	Present census.		Last census.	Present census.		Last census.	Present census.						
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

(13

TOUR PROGRAMME OF THE CENSUS SUPERINTENDENT IN MYSORE FOR THE MONTH OF MARCH 40.

12th to 15th.	Kolar District visiting: K.G.F. ~~Gudibanda~~, Bowringpet, Malur and Kolar, ~~Begepalli~~, ~~Sidlaghatt~~ and ~~Chickballapur~~.
18th to 21st.	Shimoga District visiting: Bhadravati, Bhadra Colony, Shimoga and Sagar.
25th & 26th.	Closepet - Rural Welfare Centre.
27th to 29th.	Mandya District - Irwin Canal Area.

Sd. P.H.KRISHNA RAO.
Census Superintendent.

10-3-40
No. 116-19

Copy is forwarded with compliments to the Deputy Commissioners of Kolar, Shimoga, Bangalore and Mandya Districts.

For Census Superintendent.

12

PROVISIONAL CENSUS CALENDAR.

1940-1941.

1940.

May 10. Formation of Census Divisions and submission of Charge register by Charge Superintendents and Divisional Census Officer.

" 20. Submission of the Register to the Deputy Commissioner by the Divisional Census Officer.

June 1. Forwarding the same to Census Superintendent by Deputy Commissioner.

" 15. Lists to be returned by Census Superintendent to Deputy Commissioners after scrutiny. /

" 20. House numbering and preparation of original house lists will begin in all charges.

July & Aug. Check of House-numbering and supervision of house lists by Divisional Officers.

Septr. House-numbering and preparation of house lists will be completed in all charges and final proposals will be made in charge lists.

Octr. Final charge lists will be returned approved by the Census Superintendents and charges will prepare duplicate House lists and Circle lists.

Nov.1-10. Enumerators and Supervisors will be appointed, Circle Lists, Circle maps and house lists will be issued to Supervisors.

" 10-15. Training of Supervisors by Charge Superintendents.

" 15-30. Training of Enumerators by Supervisors and checking of house numbering by Supervisors. Preparation of block lists will be completed.

Dec.1-15. Issue of Enumeration books and block lists to Enumerators.

" 15-30. Practice Enumeration.

1941.

Jan. Preliminary Enumeration.

Feb.1-15. Completion of preliminary enumeration and check by Supervisors.

" 16-20. Final check by Higher Officers.

Mar. 1. DATE OF CENSUS.

xxxxxxxxx

S. Nagarkar
Jr. Census Supt

Extract from File Register for the Year 1930-31

Census 3 - 30. (14

Sl 1. Letter No 28/30-31 dated 4-7-30 from the Census Supdt.

Dep No. 1 of 30

States that he proposes to visit K.G.F. on Sunday the 6th July 1930 to see what arrangements have been made re: Census house-numbering at that place and return on Monday.

Sl 2 Letter No 234/ dated 21-7-30 from the Census Superintendent

Dep No. 2 of 30

States that he is leaving Bangalore for Hassan on 22/7/30 and for Chitaldrug on 30-7-30 in Connection with the Distt Meetings.

Sl 3 Letter No. 1882 / dated 24-1-31 from the Census Supdt.

Dep No. 7 of 30

Forwards his programme of inspection for the month of February 1931.